

## BUILDING USE

THE WEDDING PARTY MUST AGREE TO ABIDE BY THE FOLLOWING GUIDELINES.

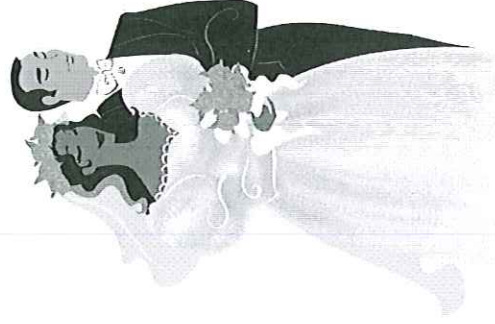
- Decorations used in the sanctuary (flowers, candles, etc) must be discussed and approved.
- Appropriate music should be reviewed by the Pastor during counseling.
- Care must be taken by the wedding party and the florist to protect the carpet and altar covering.
- No tacks or tape may be used on any surface or furnishings.
- No smoking is permitted in any part of the building.
- Only non-alcoholic refreshments may be served.
- Petals tossed by a flower girl must be artificial.
- Only birdseed or bubbles may be used and passed out only as the guests leave the building.
- No flash photography is allowed during the ceremony. Videos may be recorded from assigned locations.
- The bride and groom are responsible for any damage to the building caused by the florist, photographer, or videographer.



*Aldersgate*

*United Methodist Church*

## PRICE LIST FOR MEMBERS



7901 W. 21st Street N.  
Wichita, KS 67205

Phone: 316-722-8504  
Fax: 316-722-8509

E-mail: [chrchad.aldersgate@sbcglobal.net](mailto:chrchad.aldersgate@sbcglobal.net)

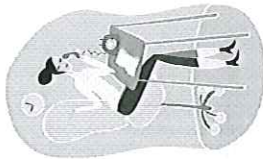


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# PLANNING YOUR WEDDING

Your Aldersgate **Wedding Coordinator** will coordinate many of the small details of your special event to ensure a smoother service. The services you can count on from your wedding planner include the following:



The **Wedding Coordinator** will meet with the bride and groom to coordinate availability of the Pastor, musicians, custodian, sound, and other details involving building use.

The **Wedding Coordinator** will attend your rehearsal to acquaint herself with the order of service.

The **Wedding Coordinator** will instruct the custodian on the room arrangements for the wedding and/or the reception.

The **Wedding Coordinator** will open the building and receive deliveries from vendors on the day of the wedding. Delivery time should be prearranged.

The **Wedding Coordinator** will work "behind the scenes" during the wedding to help the wedding run smoothly.

The **Wedding Coordinator** will direct you to the UMW Wedding Reception

## PRICE LIST

Weddings		Receptions
<b>Sanctuary</b> Capacity is 400.	\$0**	<b>Fellowship Hall</b> Capacity is 160. Reception
<b>Custodial fee for wedding.</b>	\$150.00	<b>Custodial fee for reception.</b> <i>Reception must be cleaned up and out of the room by 3:30 pm</i>
<b>Minister</b> At least 3 hours of premarital counseling are required. Charges apply, even if a guest pastor officiates	\$150.00	<b>Fellowship Hall</b> Capacity is 160 Rehearsal Dinner
<b>Wedding Coordinator</b> Required	\$150.00	<b>Custodial fee for rehearsal</b>
Fee based on 8 hours Fee is \$50.00/hour over 8 hours		<b>United Methodist Women</b> Fee for coordination of reception for 100 or fewer guest. For more than 100 guests, add \$50.
<b>Pianist</b> <b>Organist</b> If soloist is used and additional practices are needed, add \$25 for each hour.	\$100.00 \$100.00	The United Methodist Women would prefer to only host reception if it is in the Fellowship Hall.
<b>Sound Technician</b> <b>Video</b> Max 3 hours for Sound & Video Add'l technology services Up to	\$75.00 \$100.00	<b>**Members may choose to give a "love gift" to help defray the cost of utilities &amp; other expenses.</b>
<b>Moving of banner</b> Banner will not be moved during Dec	\$100.00	<b>All fees are due on the evening of the rehearsal. Individual checks please.</b>
<b>Moving of rails</b>	\$150.00	
	\$100.00	

*The service of Christian marriage is a celebration of the good news of God's grace. It is a sign of a covenant, in which a couple marry themselves to each other in the presence of God and His community.*

*The minister is our church's official representative, witness, and presides over and pronounces the blessing. In keeping with the United Methodist tradition, the appointed pastor of Aldersgate is responsible for the proper conduct of all worship services, and presides over the weddings in Aldersgate's sanctuary. Any other pastors invited to assist in the service, would need to be arranged/invited in advance with our Pastor.*

*The first step in arranging for a wedding is to call the church office to determine availability of the Pastor, and date for the wedding. At that time you will be referred to a Wedding Coordinator, who will help coordinate the use of the facility.*